



NOTICE OF MEETING

MEMBERS OF THE BOARD OF TRUSTEES

The Gulf Coast Center Meeting of the Board of Trustees for the month of April will be held on

Wednesday, April 26th, 2023, at 6:15 p.m.,

at the Southern Brazoria County Service Center (SBCSC),
101 Tigner, Angleton.



Thanks,

Rachel Griffitts

Rachel M. Griffitts

Secretary to the Board of Trustees

cc: April Board of Trustees File

4352 Emmett F. Lowry
Expressway
Texas City, TX 77591
409.763.2373
Toll Free: 1-800-643-0967
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www.GulfCoastCenter.org

If you need additional assistance to effectively participate in or observe this meeting, please contact (409) 763-2373 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist you.

THE GULF COAST CENTER

Regular Board of Trustees Meeting
Southern Brazoria Community Service Center
101 Tinger, Angleton TX 77515
Wednesday, April 26, 2023
6:15 pm



"Better community healthcare promoting healthy living."

- 1. **Call To Order**Jamie Travis, Board Chair
 - a. Announcements and Introductions
- 2. **Citizens' Comments**
- 3. **Program Report: Substance Use Services**.....Patty Thomas, Program Manager-Recovery
- 4. **Board Member Reports**
 - a. Texas Council of Community Centers Jamie Travis, Board Chair
 - b. Texas Council Risk Management Fund.Mary Lou Flynn-Dupart, TCRMF Board Chair
- 5. **Operations Report:**..... Felicia Jeffery, CEO
 - a. Operational, Clinical, & Financial Excellence
 - Leadership Consultant Contract
 - EMT Operations update – Jerry Freshour, Director of Crisis, and Community Outreach
 - b. Clinical Operations Dashboard
- 6. **Budget, Finance and Admin Reports**.....Rick Elizondo, CFO
 - a. Financial & Operational Monthly Report & YTD Summary **(Pg. 6-8)**
- 7. **Consent Agenda**.....Linda Bell, JD, BSN, RN
Consideration and Approval of Recommendations and Acceptance of Consent Agenda Items.
(Consent agenda items may be pulled from this consideration for individual action or presentation.)
 - a. Review and approval of February 22, 2023 Board Minutes. **(Pg. 9-19)**
 - b. Review and approval of the February and March 2023 Check Register.
- 8. **Action Items**.....Linda Bell, JD, BSN, RN
 - a. Consider approval of Amendment #4 to the HHSC IDD Performance Contract #HHS000994700001. This amendment adds \$273,032.52 in American Rescue Plan Act (ARPA) funding. The purpose of the funding is to address workforce challenges related to the COVID-19

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pandemic with a focus on reducing wait times for those needing assessments prior to enrollment into a waiver program.

- b. Consider approval of the HHSC Youth Empowerment Services (YES) Waiver Contract #HHS001291000034. YES Waiver is designed to provide intensive support through community-based services, in-lieu of institutionalization or out-of-home-placement. Amount not to exceed \$10,000.
- c. Consider ratification of the Interlocal Agreement with **Brazoria County** wherein the Center will provide substance use services to inmates in the Brazoria County Jail.
 - Term: March 1, 2023 – August 31, 2024
 - Reimbursement to the Center: up to \$1460/month
 - Description: In a collaborative partnership with Brazoria County, the Center will provide substance use recovery services to county jail inmates including substance recovery intake, orientation, assessments, treatment plans, psychoeducation groups, group counseling, individual counseling, and peer mentoring services to inmates that do not have an active pay source while incarcerated.
- d. Consider approval of the new agreement with **impac** for a fuel card program for the Center's vehicle fleet.
 - Term: 3 years
 - Reimbursement: \$450 + fuel amount
 - Description: impac is a vendor of Choice Partners Co-op of which the Center is a member thus satisfying procurement requirements. impac's fuel card program is a better program in terms of cost and reporting than the current vendor. In addition, it will allow the Center to get rid of the multiple cards being used for gas/vehicle related expenses (i.e., Shell, Chevron, Exxon) and truly use one card.
- e. Consider approval of the new consulting and grant writing agreement with **The Goodman Corporation** (PCA OD-374-22).
 - Term: April 1, 2023 – August 31, 2024 (additional 1 year renewal expected)
 - Amount not to exceed: \$302,000/county (2 year budget)
 - Description: Goodman is a vendor of Purchasing Cooperative of America of which the Center is a member, thus satisfying procurement requirements. The primary phase focuses on developing a program for future GCC facilities in Galveston and Brazoria Counties and to pursue federal, state, and local grant opportunities to design and construct state-of-the-art buildings.
- f. Consider approval of the new Interlocal Agreements with **Texas City Police Department** for a pilot project that will coordinate telehealth Crisis Intervention Services for referrals from the Texas City Police Department.
 - Term: April 1, 2023 – August 31, 2023
 - Financial implication: Center bears the cost of iPads and wi-fi connections.
 - Description: The Texas City Police Department-Gulf Coast Center Telehealth Crisis Services pilot will use a virtual strategy of responding to crisis calls (meeting a defined criteria) utilizing iPads or iPhones and a HIPAA compliant technology platform (Microsoft Teams) to connect police officers in the community with the Mobile Crisis Outreach Team and Intellectual and Developmental Disabilities Crisis Intervention Specialist staff. The telehealth project was developed in collaboration with Texas City Police Chief Joe Stanton and it is intended to

increase access to Gulf Coast Center’s Crisis Intervention Services for Texas City Police Department referrals.

- g. Consider approval of the new Interlocal Agreements with **City of Texas City, 911 Operations** for a pilot project with the Texas City 911 Operations to provide Crisis Line services to mental health and IDD crisis callers that do not include a public safety risk that are encountered by the Texas City 911 Operations.

Term: April 1, 2023 – August 31, 2023

Financial implication: Center bears the cost of iPads and wi-fi connections.

Description: A pilot project for warm hand offs of 911 calls for emergency mental health assistance that do not involve a public safety risk to the Center’s crisis line for callers to get Center clinician response rather than traditional police only response.

- h. Consider approval of the new consultant agreement with 3H Leadership Consulting LLC for leadership trainings, development, and coaching.

Timeframe: April 1, 2023 - October 31, 2023, Rate of reimbursement: A deposit in the amount of \$3,520, plus the flat fee of \$3,000 training; thereafter \$80.00/hr.

9. Pending or Revised Action Items.....Linda Bell, JD, BSN, RN

Pending or revised items are those items which were on a prior board agenda but not completely resolved or there has been a revision since approval. The items may be listed for update purposes or final action by the Board.

- a. At the February Board Meeting the Board ratified the \$28,000 agreement with NAMI Gulf Coast. Subsequently the agreement was revised to remove the coordination of legislative forums.

10. Calendar.....Jamie Travis, Board Chair

| Date | Event | Location | Time |
|--|------------------------------|-------------------------|----------------|
| <i>September 20, 2022</i> | <i>Board Retreat</i> | <i>Tremont House</i> | <i>12:00</i> |
| September 28, 2022 | Board Meeting | SBCSC | 6:15 PM |
| October 26, 2022 | Board Meeting | MCSC | 6:15 PM |
| <i>December 7, 2022</i> | <i>Board Meeting</i> | <i>SBCSC</i> | <i>6:15 PM</i> |
| January 25, 2023 | Board Meeting | MCSC | 6:15 PM |
| February 22, 2023 | Board Meeting | SBCSC | 6:15 PM |
| March 22, 2023 | Board Meeting | MCSC | 6:15 PM |
| April 26, 2023 | Board Meeting | SBCSC | 6:15 PM |
| May 24, 2023 | Board Meeting | MCSC | 6:15 PM |
| June 21-23, 2023 | TX Council Annual Conference | Westin Galleria Houston | |
| July 26, 2023 | Board Meeting | SBCSC | 6:15 PM |
| August 23, 2023 | Board Meeting | MCSC | 6:15 PM |
| MCSC location: 7510 FM 1765, Texas City, TX | | | |
| SBCSC location: 101 Tigner, Angleton, TX | | | |

11. Executive Session

If you need additional assistance to effectively participate in or observe this meeting, please contact (409) 763-2373 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist you.

- *As authorized by Chapter §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at any time during this meeting to seek legal advice from its Attorney about any matters listed on the agenda.*

12. Reconvene to Open Session

13. Adjourn

The Gulf Coast Center
FY2023 Monthly Board Financial Review

Unaudited as of 03/31/2023

Fiscal Year 2023 Unaudited Centerwide General Fund Balance Status

| | | | | |
|--|--|------------------------|------------|----------------------|
| Total General Fund Balance as of 08/31/2022 (Audited) | | | | \$ 9,374,633 |
| FY2023 Year-to-Date Reported Expense and Revenue Totals (Unaudited) | | | | |
| Expenditures | | <i>Operational</i> | 18,402,687 | |
| | | <i>Non-Operational</i> | - | |
| | | <i>Fund Balance</i> | - | 18,402,687 |
| Revenues | | <i>Operational</i> | 19,377,960 | |
| | | <i>Non-Operational</i> | - | 19,377,960 |
| | | | | \$ 975,273 |
| Total General Fund Balance Year-to-Date (Unaudited) | | | | \$ 10,349,906 |

Board Committed Use General Funds (Fiscal Year Committed)

| | | | | |
|--|-----------|--------------|--|----------------------|
| Capital Projects - Facility (FY2008-FY2011) | (200,000) | | | |
| Capital Projects - Facility (FY2013) | (100,000) | | | |
| Capital Projects - Facility (FY2014) | (100,000) | | | |
| Capital Projects - Facility (FY2015) | (150,000) | (550,000.00) | | |
| fy2008-fy2018 Expenditure | | 439,153.86 | | |
| fy2020 Expenditure | | - | | |
| fy2021 Expenditure | | - | | |
| | | | | (110,846) |
| Capital Projects - IT (FY2003-FY2014) | (600,000) | | | |
| Capital Projects - IT (FY2015) | (150,000) | | | |
| Capital Projects - IT (FY2017) | (140,000) | (890,000.00) | | |
| fy2003-fy2018 Expenditure | | 744,020.18 | | |
| fy2020 Expenditure | | - | | |
| fy2021 Expenditure | | - | | |
| | | | | (145,980) |
| IDD Community Service Support (FY2011-2) | (300,000) | | | |
| IDD Community Service Support (FY2016) | (100,000) | | | |
| IDD Community Service Support (FY2018) | (100,000) | (500,000.00) | | |
| fy2005-fy2019 Expenditure | | 471,531.85 | | |
| fy2020 Expenditure | | - | | |
| fy2021 Expenditure | | - | | |
| | | | | (28,468) |
| Connect Transit (FY LJ Urban | - | - | | |
| fy2016-fy2017 Expenditure | | - | | |
| fy2018 Expenditure | | - | | - |
| Connect Transit (FY General Services | (422,869) | (422,869.00) | | |
| fy2015-fy2018 Expenditure | | 300,000.00 | | |
| fy2020 Expenditure | | 122,869.00 | | |
| fy2021 Expenditure | | - | | |
| | | | | - |
| Major Facility Repairs (FY2014) | (186,940) | (186,940.00) | | |
| fy2014-fy2018 Expenditure | | 186,940.00 | | |
| fy2020 Expenditure | | - | | |
| fy2021 Expenditure | | - | | |
| | | | | - |
| Flexible Spending Supports (FY2004-2013) | (500,000) | | | |
| Flexible Spending Supports (FY2018) | (100,000) | (600,000.00) | | |
| fy2005-fy2019 Expenditure | | 517,663.44 | | |
| fy2020 Expenditure | | - | | |
| fy2021 Expenditure | | - | | |
| | | | | (82,337) |
| Total General Fund Balance Year-to-Date (Unaudited) | | | | \$ 10,349,906 |

Total General Fund Balance Year-to-Date (Unaudited)..... **\$ 10,349,906**

Unrestricted Use General Fund Balance (Unaudited)..... **\$ 9,982,276**

The Gulf Coast Center
FY2023 Monthly Fund Balance Report

Unaudited as of 03/31/2023

Fiscal Year 2023 Unaudited Centerwide General Fund Balance Status

Total General Fund Balance as of 08/31/22 (Audited)..... \$ (9,374,633)

FY2023 Monthly Reported Expense and Revenue Totals (Unaudited)

| | September | October | November | December | January | February | March | April | May | June | July | August |
|---|-------------|-------------|-------------|-------------|-------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|
| <i>Operational Expenses:</i> | 2,433,929 | 2,588,534 | 2,600,290 | 2,723,758 | 2,606,033 | 2,866,706 | 2,582,567 | | | | | |
| <i>Non-Operational Expenses:</i> | | | | | | | | | | | | |
| <i>Fund Balance Expenses:</i> | - | | | | | | | | | | | |
| <i>Total Expenses:</i> | 2,433,929 | 2,588,534 | 2,600,290 | 2,723,758 | 2,606,033 | 2,866,706 | 2,582,567 | - | - | - | - | - |
| <i>Operational Revenues:</i> | 2,429,421 | 2,653,494 | 2,789,300 | 2,718,085 | 2,902,106 | 2,988,286 | 2,896,989 | | | | | |
| <i>Non-Operational Revenues:</i> | | | | | | | | | | | | |
| <i>Fund Balance Revenues:</i> | | | | | | | | | | | | |
| <i>Total Revenues:</i> | 2,429,421 | 2,653,494 | 2,789,300 | 2,718,085 | 2,902,106 | 2,988,286 | 2,896,989 | - | - | - | - | - |
| <i>Net increase/decrease to Fund Balance</i> | (4,508) | 64,959 | 189,010 | (5,673) | 296,073 | 121,580 | 314,422 | - | - | - | - | - |
| <i>Total General Fund Balance:</i> | (9,370,125) | (9,435,085) | (9,624,094) | (9,618,422) | (9,914,495) | (10,035,485) | (10,349,907) | (9,914,495) | (9,914,495) | (9,914,495) | (9,914,495) | (9,914,495) |
| <i>Total Unrestricted Fund Balance</i> | (8,937,733) | (9,067,454) | (9,211,821) | (9,206,148) | (9,546,274) | (9,667,854) | (9,982,276) | | | | | |
| <i>Total Restricted Fund Balance</i> | (367,631) | (367,631) | (367,631) | (367,631) | (367,631) | (367,631) | (367,631) | | | | | |
| <i>Avg. Cost per day:</i> | 81,131 | 82,335 | 83,767 | 84,807 | 84,657 | 87,404 | 86,805 | | | | | |
| <i>DAYS OF OPERATION OF TOTAL FUND BALANCE</i> | 115 | 115 | 115 | 113 | 117 | 115 | 119 | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | - |
| <i>DAYS OF OPERATION OF UNRESTRICTED FUND BALANCE</i> | 110 | 110 | 110 | 109 | 113 | 111 | 115 | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | - |
| <i>DAYS OF OPERATION OF RESTRICTED FUND BALANCE</i> | 5 | 4 | 4 | 4 | 4 | 4 | 4 | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | |

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MONTHLY BOARD REPORT MARCH 2023

| | <u>MONTHLY</u> <u>FY2023</u> <u>BUDGET</u> | <u>MONTHLY</u> <u>FY 2023</u> <u>March</u> | <u>ANNUAL</u> <u>FY 2023</u> <u>BUDGET</u> | <u>YEAR TO DATE</u> <u>FY 2023</u> <u>March</u> | <u>YTD</u> <u>Percent</u> <u>Variance</u> | <u>YTD</u> <u>Dollar</u> <u>Variance</u> |
|------------------------------------|--|--|--|---|---|--|
| <u>EXPENSES</u> | | | | | | |
| Salary and Wages | \$1,254,997.93 | \$1,224,976.37 | \$15,059,974.84 | \$8,747,313.13 | 58.1% | \$6,312,661.71 |
| Fringe Benefits | \$448,286.77 | \$467,460.46 | \$5,355,437.92 | \$3,238,328.07 | 60.5% | \$2,117,109.85 |
| Travel | \$4,881.84 | \$23,507.47 | \$58,581.66 | \$111,512.94 | 190.4% | (\$52,931.28) |
| Consumables | \$26,367.34 | \$54,274.31 | \$316,405.49 | \$250,697.83 | 79.2% | \$65,707.66 |
| Pharmaceuticals/other | \$28,384.25 | \$19,517.19 | \$316,610.91 | \$131,185.46 | 41.4% | \$185,425.45 |
| Capital Improvements | \$0.00 | \$895.00 | \$0.00 | \$895.00 | 00.0% | (\$895.00) |
| Furniture/Equip/Computer>\$5000 | \$9,422.89 | \$4,317.51 | \$113,073.86 | \$184,751.41 | 163.4% | (\$71,677.55) |
| Furniture/Equip/Computer<\$5000 | \$16,098.57 | \$8,971.36 | \$193,181.82 | \$85,864.63 | 44.5% | \$107,317.19 |
| Facility Costs: | \$35,703.89 | \$37,833.95 | \$428,446.25 | \$330,139.40 | 77.1% | \$98,306.85 |
| Utilities | \$10,273.42 | \$21,513.47 | \$123,279.81 | \$101,778.15 | 82.6% | \$21,501.66 |
| Communications: | \$32,122.51 | \$44,130.79 | \$385,468.35 | \$259,899.57 | 67.4% | \$125,568.78 |
| Insurance | \$37,162.05 | \$34,448.17 | \$445,943.25 | \$239,819.36 | 53.8% | \$206,123.89 |
| Vehicle Operating | \$10,440.28 | \$14,867.92 | \$125,283.14 | \$110,296.85 | 88.0% | \$14,986.29 |
| Other Operating | \$13,625.08 | \$14,671.08 | \$163,500.97 | \$57,986.41 | 35.5% | \$105,514.56 |
| Client Support Cost | \$32,730.11 | \$21,442.11 | \$392,760.67 | \$136,841.23 | 34.8% | \$255,919.44 |
| Unallowable Costs | \$10,877.01 | (\$52.61) | \$130,524.10 | \$2,658.54 | 02.0% | \$127,865.56 |
| Consultant/Professional - External | \$9,138.91 | \$12,652.50 | \$109,666.89 | \$76,728.64 | 70.0% | \$32,938.25 |
| Other Organizations - Internal | \$10,466.25 | \$17,890.00 | \$125,595.00 | \$76,240.00 | 60.7% | \$49,355.00 |
| Other Organizations - External | \$554,330.49 | \$532,091.86 | \$6,651,965.61 | \$3,999,772.83 | 60.1% | \$2,652,192.78 |
| Other Organizations - Non-Clinical | \$31,382.61 | \$33,157.92 | \$376,591.00 | \$265,977.21 | 70.6% | \$110,613.79 |
| <u>TOTAL EXPENSES:</u> | <u>\$2,572,692.20</u> | <u>\$2,588,566.83</u> | <u>\$30,872,291.54</u> | <u>\$18,408,686.66</u> | <u>59.6%</u> | <u>\$12,463,604.88</u> |

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**MINUTES – Gulf Coast Center Regular
Meeting of the Board of Trustees
February 22nd, 2023, at 6:15 p.m.
Southern Brazoria Community Service Center**

Join the meeting by phone (audio only):

Phone Number: +1 (646) 749-3112

Access Code: 745-266-421

1. **Call To Order:** Jamie Travis, Chair of the Board of Trustees, convened the regular meeting on Wednesday, February 22nd, 2023, at 6:14 p.m.

The following Board Members were present: Rick Price, Galveston County Sheriff Lt. Jaime Castro, Galveston County Commissioner Stephen Holmes, Vivian Renfrow, Chris Cahill and Caroline Rickaway

The following Board Member(s) were absent: Mary Lou Flynn-Dupart - excused and Brazoria County Sheriff Bo Stallman - excused.

Also present: Felicia Jeffery, CEO; Linda Bell, General Counsel; Jerry Freshour, Director of Crisis and Community Outreach; Brooke Camarata, IDD Team Lead; Craig Fritz, Brazoria County Specialty Courts Programs Supervisor and Rick Elizondo, CFO

Announcement(s): Felicia Jeffery, CEO announced Gulf Coast Center is working with Galveston County to charter an Extended Observation Unit (EOU) Diversion Program. This program will help Law Enforcement divert individuals from jails and ERs while providing targeted services to adults with mental health diagnosis for up to 72 hours. Our legislators and local commissioners have been supporting Gulf Coast Center in this effort.

Jamie Travis, Chair of the Board of Trustees personally recognized and thanked Brazoria County Sheriff Bo Stallman for giving testimony to the Senate Finance Committee on February 21st. Our own Senator Huffman chairs the Senate Finance Committee. He did a great job. Committee members engaged and



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asked him questions after he spoke. He primarily testified for additional support and services for individuals living with IDD.

2. **Citizen’s Comments:** None.

3. **Program Report:** Brooke Camarata, IDD team lead gave a presentation on Community First Choice. The average wait on the statewide interest list to get into an IDD Waiver Program such as Texas Home Living or Home and Community Services is 17 to 18 years. In 2015, HHSC created the Community First Choice program to assist individuals while they are waiting on the interest list. Community First Choice offers personal assistance/habilitation services and a consumer directed service option. There is no waiting list for this program. In the last four years, the Center’s enrollment in the Community First Choice program has grown by 300 clients.

4. **Board Member Reports:**

a. **Texas Council of Community Centers**.....Jamie Travis Board Chair
Jamie Travis stated the next meeting is in April.

b. **Texas Council Risk Management Fund**.....Mary Lou Flynn-Dupart TCRMF Board
Linda Bell, General Council noted the last risk management meeting was rescheduled due to weather conditions.

5. **Operations Report**.....Felicia Jeffery, CEO

a. **Operational, Clinical, & Financial Excellence**

BJEDI-A (Belonging, Justice, Equity, Diversity, Inclusion, Access)

Linda Bell, General Counsel discussed the Center’s BJEDI-A project and the reasons behind the project. She explained that the Center is required under Section 223(a)(2)(A) of the Protecting Access to Medicare Act to have staff with diverse disciplinary backgrounds, necessary licenses, certifications, etc. and culturally and linguistically training to serve the needs of the Center’s patient population.

She also pointed out that the Center’s CCBHC status requires the Center to show cultural competency, especially when treating people with limited English proficiency, military service members, and veterans. The Center’s performance contract with the State requires Centers to comply with the National CLAS Standards which require



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culturally and linguistically appropriate services. After discussing the reasons why, the Center is initiating BJEDI-A, she explained the acronym: Belonging, Justice, Equity, Diversity, Inclusion, and Access and the wholistic approach the Center intends to develop.

She ended by discussing the project outcomes and objectives: 1. Current Assessment of "B-JEDI-A" projects, goals, and initiatives; 2. A shared language and understanding of B-JEDI-A and its intersections 3. Universal engagement

and silo-spanning across the organization; 4. Fully supported and funded projects and initiatives across GCC that are people-centered, business conscious and mission-critical; 5. A contextualized plan & strategies that reflect the mission and values of GCC; 6. A plan that reflects every member of the GCC community and the community it serves; and 7. (1-5 Year) B-JEDI-A plan with priorities, goals, and plan for evaluation.

b. Brazoria County Drug Court and DWI Court Update – Craig Fritz, Specialty Courts Programs Supervisor, Brazoria County

Craig Fritz, Brazoria County Specialty Court Supervisor presented a high-level overview of the specialty courts in Brazoria County. Drug Court was Brazoria County's first specialty court which has been active since 2009. DWI Court, also known as Recovery court began in 2014. Shortly after Craig took his position, Brazoria County implemented a Veterans Court Program and a Domestic Violence Court. At the end of last year, the county received word they were awarded grant funding for a Mental Health Court. Craig thanked Felicia Jeffery, CEO and Jerry Freshour, Director of Crisis, and Community Outreach for their involvement in this funding.

Craig noted he is passionate about Drug and DWI Court because he has seen the benefits that come out of it. All of their specialty courts are based on the best practices from the National Association of Drug Court Professionals. They are all



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outpatient based. It is not a program you have to complete in a residential location. Referrals to a specialty court come from the district attorney's office, the Brazoria County Corrections Department, family, or friends. The more referrals the specialty courts have access to the better.

Research has shown consistent interaction with the judge makes a huge impact. Judges are recommended to spend three minutes with each client per visit. We utilize our connections to help our clients get the services they need. Gulf Coast Center provides mental health resources.

Once the participants complete one of the specialty courts, the specialty courts make a big deal out of it. The specialty court hosts a graduation with balloons, cake and a plaque. Craig invited the group to attend a specialty court graduation.

Jerry Freshour, Director of Crisis and Community Outreach gave a few updates on Brazoria County collaborations. Jerry stated Patty Thomas, Program Manager for Recovery in Brazoria County received a request from the Brazoria County Jail Captain to start some substance abuse groups in jail. They also want to start a peer in-reach with-in the jail. We are also working on the facility license. Tomorrow, Jerry is meeting with the Sheriff Bo Stallman on a SAMSA grant opportunity called the Adult Jail Reentry Program. There is no match for the county. It is a five-year grant. This program is for individuals transitioning out of jail who need transitional residential that is recovery housing, COPSD services, peer services, mental health services and medication assistance therapy. If we are awarded the grant Gulf Coast Center is looking at repurposing the Wood Group House in Angleton. The goal is to allow individuals to stay for 30 to 60 days. It would be a ten-bed facility.

c. **Clinical Operations Dashboard**

Felicia Jeffery stated that Rick Elizondo, CFO will cover Finance and dashboard earned revenue. We set a goal for ourselves to increase our billable earned revenue by 10%. Earned revenue equates to service provision. We are currently at 16%. All of our teams are working very hard on this dashboard to make sure our objectives and key results are being met. We are really focusing on access to services.



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6. **Budget, Finance and Admin Reports**.....Rick Elizondo, CFO

a. **Financial & Operational Monthly Report & YTD Summary**

Rick Elizondo, CFO presented the Operational Report for January 2023. There is a total fund balance of \$ 9.3 million (YTD), maintaining \$ 8.9 million in unrestricted general fund balance and showing a fund balance of 115 days of operation, with 110 unrestricted days of operation.

b. **Corporate Compliance Annual Training & Report presented by Linda Bell, General Counsel.**

Linda Bell reported on the corporate compliance report for fiscal year 2022. Annually, Cindy Kegg does a corporate compliance report. This report looks at client rights, how staff interact with each other, HIPPA, Stark Law, and the False Claims Act. The majority of the complaints we have are regarding HIPPA. Nothing of significance. The corporate compliance committee is listed in the packet. There were no audit findings.

7. **Consent Agenda**.....Linda Bell, JD, BSN, RN

Consideration and Approval of Recommendations and Acceptance of Consent Agenda Items. *(Consent agenda items may be pulled from this consideration for individual action or presentation.)*

a. **Review and approval of January 25th, 2023, Board Minutes.**

On a motion by Rick Price, seconded by Caroline Rickaway, the board approved the January 25th, 2023, Board Minutes with amendments to section 11 and 12 to include the proper wording under executive session and the time the board reconvened. The motion carried with all members voting in favor. There was no public comment.

b. **Review and approval of the 2023 January Check Register**

On a motion by Caroline Rickaway, seconded by Jaime Castro the board approved the January 2023 Check Register. The motion carried with all members voting in favor. There was no public comment.

8. **Action Items**.....Linda Bell, JD BSN, RN



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- a. **Consider approval of an increase in the Center's mileage reimbursement rate from \$0.625 cents per mile to \$0.655 cents per mile retro to January 1, 2023 for any mileage incurred on or after this date. The revised rate is consistent with the IRS allowable mileage rate for use of personal vehicles, as well as the State of Texas Comptroller's travel policy, which were revised effective January 1, 2023 \$0.655 cents per mile rate.**

On a motion by Jaime Castro, seconded by Vivian Renfrow, the board voted the approval of an increase in the Center's mileage reimbursement rate from \$0.625 cents per mile to \$0.655 cents per mile retro to January 1, 2023 for any mileage incurred on or after this date. The revised rate is consistent with the IRS allowable mileage rate for use of personal vehicles, as well as the State of Texas Comptroller's travel policy, which were revised effective January 1, 2023 \$0.655 cents per mile rate. The motion carried with all members voting in favor. There was no public comment.

- b. **Consider ratification of the consulting agreement with James Rollens, III for safety related consultation and training.**

Term: January 1, 2023- August 31, 2023

Rate of Reimbursement: \$58/hr.

Description: James was the Center's Safety Officer for over two decades and retired December 31, 2022. He has agreed to train the new Safety Officer and provide consultation as needed.

On a motion by Jaime Castro, seconded by Rick Price, the board voted the ratification of the consulting agreement with James Rollens, III for safety related consultation and training. The motion carried with all members voting in favor. There was no public comment.

- c. **Consider ratification of the FY23 renewal agreement with NAMI Gulf Coast.**

Amount not to exceed: \$28,000.00

Description: NAMI provides education and training to support CCBHC initiatives, support groups for persons served by Gulf Coast Center and their families, and coordination of legislative forums as needed.



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On a motion by Commissioner Stephen Holmes, seconded by Caroline Rickaway, the board voted the approval of the ratification of the FY23 renewal agreement with NAMI Gulf Coast. The motion carried with all members voting in favor. There was no public comment.

d. Consider approval of the Centers FY23 ADA SELF-EVALUATION AND TRANSITION PLAN.

Description: This required plan describes the Center's efforts in addressing barriers, accessibility, and accommodations for individuals at Center facilities. Updates made included adding the current CEO, ADA Coordinator, and GICSC new address. No substantive revisions made.

On a motion by Caroline Rickaway, seconded by Commissioner Stephen Holmes, the board voted the approval of the Centers FY23 ADA SELF- EVALUATION AND TRANSITION PLAN. The motion carried with all members voting in favor. There was no public comment.

e. Consider ratification of the 5ft water line easement and right-of-way easement with the City of Alvin at the Center's Alvin location, 101 N. Brennan, Alvin, TX for \$1000.00.

On a motion by Vivian Renfrow, seconded by Jaime Castro, the board voted the approval of the ratification of the 5ft water line easement and right-of-way easement with the City of Alvin at the Center's Alvin location, 101 N. Brennan, Alvin, TX for \$1000.00. The motion carried with all members voting in favor. There was no public comment.

f. Consider the ratification of the new agreement with The University of Texas Health Science Center at Houston ("UTHealth"), on behalf of its Harris County Psychiatric Center and its Dunn Behavioral Sciences Center for inpatient psychiatric services for Youth.

Term: September 1, 2022 – August 31, 2023

Amount not to exceed: \$100,000 (\$700/bed day)



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Description: UTHealth will provide Private Psychiatric Beds to expand inpatient bed capacity for youth.

On a motion by Jaime Castro, seconded by Vivian Renfrow, the board voted the approval of the ratification of the new agreement with The University of Texas Health Science Center at Houston ("UTHealth"), on behalf of its Harris County Psychiatric Center and its Dunn Behavioral Sciences Center for inpatient psychiatric services for Youth. The motion carried with all members voting in favor. There was no public comment.

g. Consider ratification of the new agreement with Misty's Mystical Cleaning Services for janitorial services in Galveston County.

Term: February 1, 2023 – August 31, 2023

Amount not to exceed: \$45,150

Description: Due to unresolved issues the Center had to terminate its relationship and immediately seek the services of Misty's Mystical Cleaning Service to complete janitorial service in the Center's Galveston County facilities.

On a motion by Caroline Rickaway, seconded by Rick Price, the board voted the approval of the ratification of the new agreement with Misty's Mystical Cleaning Services for janitorial services in Galveston County. The motion carried with all members voting in favor. There was no public comment.

h. Consider approval of the new agreement with Community Health Network for psychiatric services associated with the Ambulatory Withdrawal Management Services.

Term: March 1, 2023 – August 31, 2023

Rate of Reimbursement: \$342.02 per encounter for each patient per day

Description: Community Health Network (Brazoria County FQHC) will essentially provide the medical component (with exception of daily nursing service/assessment), while GCC will provide the counseling component with daily programming led by LCDCs and Peer Counselor for the Ambulatory Withdrawal Management services. An MD from CHN will serve as



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medical director and will evaluate/admit individuals in need of service; and will supervise their mid-level NPs who will provide follow-up visits following admission to program.

On a motion by Caroline Rickaway, seconded by Vivian Renfrow, the board voted the approval of the new agreement with Community Health Network for psychiatric services associated with the Ambulatory Withdrawal Management Services. The motion carried with all members voting in favor. There was no public comment.

i. Consider approval of the Board Resolution and Interlocal Agreement with Purchasing Cooperative of America (PCA) a national purchasing cooperative active in all 50 states that provides a host of vendors who have met contracting, purchasing, and/or RFP or RFQ solicitation requirements. (No cost for membership)

On a motion by Jaime Castro, seconded by Vivian Renfrow, the board voted the approval of the Board Resolution and Interlocal Agreement with Purchasing Cooperative of America (PCA) a national purchasing cooperative active in all 50 states that provides a host of vendors who have met contracting, purchasing, and/or RFP or RFQ solicitation requirements. (No cost for membership). The motion carried with all members voting in favor. There was no public comment.

j. Consider approval of new Policy 8.20 Prohibited Technologies Security Policy. Governor Greg Abbott is requiring all state agencies and state contractors to ban the video-sharing application TikTok and other prohibited technologies. This policy was created for compliance with the directive.

On a motion by Rick Price, seconded by Vivian Renfrow, the board voted the approval of new Policy 8.20 Prohibited Technologies Security Policy. Governor Greg Abbott is requiring all state agencies and state contractors to ban the video-sharing application TikTok and other prohibited technologies. This policy was created for compliance with the directive. The motion carried with all members voting in favor. There was no public comment.



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9. Pending or revised Action Items.....Linda Bell, JD,BSN, RN

Pending or revised items are those items which were on a prior board agenda but not completely resolved, or there has been a revision since approval. The items may be listed for update purposes or final action by the Board.

10. Calendar.....Jamie Travis, Board Chair

| Date | Event | Location | Time |
|--|------------------------------|-------------------------|--------------|
| FY23 Preliminary Board Meeting Dates | | | |
| September 20, 2022 | Board Retreat | Tremont Hotel | 12 PM – 5 PM |
| September 28, 2022 | Board Meeting | SBCSC | 6:15 PM |
| October 26, 2022 | Board Meeting | MCSC | 6:15 PM |
| December 7, 2022 | Board Meeting | SBCSC | 6:15 PM |
| January 25, 2023 | Board Meeting | MCSC | 6:15 PM |
| February 22, 2023 | Board Meeting | SBCSC | 6:15 PM |
| March 22, 2023 | Board Meeting | MCSC | 6:15 PM |
| April 26, 2023 | Board Meeting | SBCSC | 6:15 PM |
| May 24, 2023 | Board Meeting | MCSC | 6:15 PM |
| June 21-23, 2023 | TX Council Annual Conference | Westin Galleria Houston | |
| July 26, 2023 | Board Meeting | SBCSC | 6:15 PM |
| August 23, 2023 | Board Meeting | MCSC | 6:15 PM |
| MCSC location: 7510 FM 1765, Texas City, TX | | | |
| SBCSC location: 101 Tigner, Angleton, TX | | | |

11. Executive Session. None.

- *As authorized by Chapter §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at any time during this meeting to seek legal advice from its Attorney about any matters listed on the agenda.*

12. Reconvene to Open Session.



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13. Adjourn 7:28 p.m.

There being no further business to bring before the Board of Trustees, the meeting was adjourned at 7:28 p.m.

Respectfully,

Approved as to Content and Form,

Rachel Griffiths

Jamie Travis

Rachel Griffiths
Secretary to the Board of Trustees

Jamie Travis
Board Vice Chair